



# JEFFERSON COUNTY COUNTY ADMINISTRATOR

Website: [jeffersoncountywi.gov](http://jeffersoncountywi.gov)

**\*\*REVISED 08-04-2017**

"Jefferson County: Responsible government  
advancing quality of life"

**BEN WEHMEIER**  
County Administrator

**TAMMIE JAEGER**  
Administrative Secretary

## MEMORANDUM

**TO:** Editors

**FROM:** Ben Wehmeier, County Administrator

**DATE:** August 2, 2017

**SUBJECT:** JEFFERSON COUNTY Meetings – Week of August 7, 2017

<b>August 7, 2017 Monday</b>	No Scheduled County Meetings		
<b>August 8, 2017 Tuesday</b>	<b>**Human Services Board (Agenda Revised)</b>  County Board	8:30 a.m.  7:00 p.m.	<b>Workforce Development</b> <b>874 Collins Rd, Rm 103, Jefferson</b>  Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>August 9, 2017 Wednesday</b>	No Scheduled County Meetings		
<b>August 10, 2017 Thursday</b>	<b>**Finance Committee (Agenda Revised)</b>  Zoning Board of Adjustment – Site Inspections  Zoning Board of Adjustment – Public Hearing	8:30 a.m.  10:00 a.m.  1:00 p.m.	<b>Jefferson County Courthouse</b> <b>311 S. Center Ave, Rm 112, Jefferson</b>  Jefferson County Courthouse 311 S. Center Ave, Rm 203, Jefferson  Jefferson County Courthouse 311 S. Center Ave, Rm 205, Jefferson
<b>August 11, 2017 Friday</b>	<b>**Planning and Zoning Committee – Site Inspections (Agenda Revised)</b>	8:00 a.m.	<b>Jefferson County Courthouse</b> <b>311 S. Center Ave, Rm 203, Jefferson</b>
<b>August 12, 2017 Saturday</b>	No Scheduled County Meetings		
<b>August 13, 2017 Sunday</b>	No Scheduled County Meetings		

**Human Services Board Agenda - Jefferson County**  
**Jefferson County Workforce Development Center, 874 Collins Road, Room 103**  
**Jefferson, WI 53549**  
**\*\*REVISED – 8/4/17**

**Date: Tuesday, Aug 8, 2017 Time: 8:30 a.m.**

**Committee Members:**

**Mode, Jim (Chair)**  
**Jones, Dick (Vice Chair)**  
**Kutz, Russell**  
**Tietz, Augie**

**McKenzie, John (Secretary)**  
**Crouse, Cynthia**  
**Schultz, Jim**

1. Call to Order
2. Roll Call (Establish a Quorum)
3. Certification of Compliance with the Open Meetings Law
4. Approval of the August 8, 2017 Agenda
5. Public Comment (Members of the public who wish to address the Board on specific agenda items must register their request at this time.)
6. Approval of July 11, 2017 Board Minutes
7. Communications
8. Review of the June, 2017 Financial Statement
9. Discuss and Approve July, 2017 Vouchers
10. Division Updates: Child and Family Division, Behavioral Health, Administration, Economic Support, and Aging & Disability Resource Center
11. Discussion and Possible Action on New Professional Service Contracts (Adult Alt. Care, Home Modification)
12. Discuss People Against Domestic and Sexual Abuse (PADA) Financial Information
13. Discussion and Possible Action on 2018 Budget Presentation
14. Discuss and Possible Action on Comprehensive Community Services (CCS) billing rates
15. **\*\*Discussion and possible action on reviewing sidewalk/ concrete bids**
16. Review and Discuss moving Wraparound position to the Community Support Program
17. **\*Discussion and Possible Action for Proclamation in Support of September Recovery Month**
18. Director's Report
19. Discuss Potential Agenda Items for September Board Meeting.
20. Adjourn

**Next Scheduled Meetings:**

Tuesday, September 12, 2017 at 8:30 a.m.  
Tuesday, October 10, 2017 at 8:30 a.m.

***A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County board of Supervisors, may be present at this meeting.***

**Special Needs Request** - Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.

**AGENDA**  
**JEFFERSON COUNTY BOARD MEETING**  
**TUESDAY      August 8, 2017      7:00 p.m.**  
**Jefferson County Courthouse**  
**311 S. Center Avenue, Room 205**  
**Jefferson, WI 53549**

1. **CALL TO ORDER**
  2. **ROLL CALL BY COUNTY CLERK**
  3. **PLEDGE OF ALLEGIANCE**
  4. **CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW**
  5. **APPROVAL OF THE AGENDA**
  6. **APPROVAL OF MINUTES FROM JULY 11, 2017 COUNTY BOARD MEETING**
  7. **COMMUNICATIONS**
    - a. Treasurer's Monthly Report (Addendum)
    - b. Appointment by County Board Chair – Mary Roberts to the Wisconsin River Rail Transit Commission (WRRTC)
    - c. Appointments by County Board Chair – Alyssa Spaanem to the Wisconsin County Utility Tax Association (WCUTA)
    - d. Thank you from Heidi Schwoch
    - e. Zoning Committee – Notice of Public Hearing, August 17, 2017
  8. **PUBLIC COMMENT**
  9. **ANNUAL REPORTS**
    - a. Highway – Bill Kern
    - b. Fair Park – Fair Park Staff
    - c. Clerk of Courts – Carla Robinson
    - d. Finance – Marc DeVries
    - e. Veterans' Service – Yvonne Duesterhoeft
- COMMITTEE REPORTS / RESOLUTIONS / ORDINANCES**
10. **ECONOMIC DEVELOPMENT CONSORTIUM**
    - a. Resolution – Continuing the Intergovernmental Cooperation Agreement for the Jefferson County Economic Development Consortium
  11. **FINANCE COMMITTEE**
    - a. Resolution – Disallowing claim of Elizabeth Weber
    - b. Resolution – Disallowing claim of Kristen Niebler
    - c. Resolution – Disallowing claim of AT&T
    - d. Resolution – Amending Resolution No. 85-79 regarding settling unpaid special assessments with other taxing jurisdictions

12. **HUMAN RESOURCES COMMITTEE**
  - a. Resolution – Creating a pool of part-time, non-benefited, Drug Task Force Sheriff’s Deputies
13. **INFRASTRUCTURE COMMITTEE**
  - a. Resolution – Approving bids for concrete installation and sidewalk replacement at Human Services (Addendum)
14. **PLANNING AND ZONING COMMITTEE**
  - a. Report – Approval of Petitions
  - b. Ordinance – Amend Zoning Ordinance
  - c. Ordinance – Revising Section 11.10, Shoreland Provisions, of the Jefferson County Zoning Ordinance
15. **PROCLAMATIONS**
  - a. Child Support Awareness Month
  - b. Proclaiming the month of September as Juror Appreciation Month
16. **PUBLIC COMMENT** (General)
17. **ANNOUNCEMENTS**
18. **ADJOURN**

**NEXT COUNTY BOARD MEETING**  
**September 12, 2017 – 7:00 P.M. - RM 205**

**Finance Committee Agenda**  
**\*REVISED 08-04-2017**  
**Jefferson County**  
Jefferson County Courthouse  
311 S. Center Avenue, Room 112  
Jefferson, WI 53549

Date: Thursday, August 10, 2017  
Time: 8:30 a.m.

Committee members:	Jones, Richard (Chair)	Kutz, Russell (Secretary)
	Rinard, Amy	Jaeckel, George
	Hanneman, Jennifer (Vice Chair)	

Note-these are estimated times for agenda items

1. Call to order (8:30 a.m.)
2. Roll call (establish a quorum) (8:30 a.m.)
3. Certification of compliance with the Open Meetings Law (8:30 a.m.)
4. Approval of the agenda (8:30 a.m.)
5. Approval of Finance Committee minutes for July 13, 2017. (8:30 a.m.)
6. Communication (8:35 a.m.)
7. Public comment (Members of the public who wish to address the Committee must register their request at this time) (8:35 a.m.)
8. Approval of out-of-state travel – Innovation Design Summit: Accelerating Education Achievement for All Children – Kathi Cauley, Beth Boucher (8:40 a.m.)
9. Discussion and possible action concerning Budget Adjustment for Child Support – Marc DeVries on behalf of Stacey Jensen (8:45 a.m.)
10. Status of Comprehensive Annual Financial Report (CAFR), Governance Communication, Form A/Administrative Rule Tax 16 Report, Continuing Disclosure Requirements, and Single Audit – Marc DeVries (8:45 a.m.)
11. 2018 Budget Outlook (8:50 a.m.)
12. Review of the financial statements and department update for **\*June** 2017-Finance Department. (8:55 a.m.)
13. Review of the financial statements and department update for **\*June** 2017-Treasurer Department. (8:55 a.m.)
14. Review of the financial statements and department update for **\*June** 2017-Child Support Department. (8:55 a.m.)
15. Priority-based budgeting – Chris Fabian from ResourceX (9:00 a.m.)
16. Presentation by Dana Investment Advisors (10:00 am)
17. Discussion and possible action on determining disposition of foreclosed properties, setting minimum bids for the sale of foreclosed properties and considering offers to purchase on foreclosed properties (10:15 a.m.)
18. Convene in closed session pursuant to section 19.85 (1)(e) Wis. Stats. for deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, for the purpose of discussion and possible action on setting minimum bids, selling and considering offers to purchase on tax foreclosed properties and other county owned properties. (10:20 a.m.)
19. Reconvene in open session (10:30 a.m.)
20. Discussion and possible action on foreclosing on tax delinquent properties (10:30 a.m.)
21. Discussion on 2017 projections of budget vs. actual. (10:30 a.m.)
22. Discussion of funding for projects related to the new Highway Facilities and sale of old Highway Facilities (10:35 a.m.)
23. Update on contingency fund balance (10:35 a.m.)
24. Set future meeting schedule, next meeting date, and possible agenda items (10:40 a.m.)
25. Payment of invoices (10:40 a.m.)
26. Adjourn (11:00 a.m.)

Next scheduled meetings:

- Monday, September 11, 2017 Budget Meeting
- Wednesday, September 13, 2017 Budget Meeting
- Thursday, September 14, 2017 Budget & Regular Meeting
- Friday, September 15, 2017 Budget Meeting
- Thursday, October 12, 2017 Regular Meeting
- Thursday, November 9, 2017 Regular Meeting

***A Quorum of any Jefferson County Committee, Board, Commission or other body, including the Jefferson County Board of Supervisors, may be present at this meeting.***

***Individuals requiring special accommodations for attendance at the meeting should contact the County Administrator 24 hours prior to the meeting at 920-674-7101 so appropriate arrangements can be made.***

# JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

Dale Weis, Chair; Janet Sayre Hoeft, Vice-Chair; Don Carroll, Secretary;  
Paul Hynek, First Alternate; Aari Roberts, Second Alternate

**PUBLIC HEARING** *BEGINS AT 1:00 P.M. ON AUGUST 10, 2017 IN ROOM 205, JEFFERSON COUNTY COURTHOUSE*

**CALL TO ORDER FOR BOARD MEMBERS** *IS AT 10:00 A.M. IN COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

**SITE INSPECTION FOR BOARD MEMBERS** *LEAVES AT 10:30 A.M. FROM COURTHOUSE ROOM 203, PRIOR TO THE HEARING*

1. *Call to Order-Room 203 at 10:00 a.m.*
2. *Roll Call (Establish a Quorum)*
3. *Certification of Compliance with Open Meetings Law Requirements*
4. *Approval of the Agenda*
5. *Approval of July 13, 2017 Meeting Minutes*
6. *Communications and Public Comment*
7. *Discussion and Possible Decision on Variances for Road Frontage and Access in Agricultural Zones*
8. *Discussion and Possible Decision on Substandard Lots in Shoreland Areas Based upon Supreme Court Decision*
9. *Site Inspections – Beginning at 10:30 a.m. and Leaving from Room 203*  
*V1601-17 –Kimm Hansen, W4101 County Road B, Town of Farmington*  
*V1602-17, V1603-17, V1604-17, V1605-17 – Steven & Catherine Buckwinkler, Lake Drive, Town of Sumner*  
*V1606-17, V1607-17, V1608-17 – Jeff & Laurie Dresen, 384 Sandy Beach Drive, Town of Lake Mills*
10. *Public Hearing – Beginning at 1:00 p.m. in Room 205*
11. *Explanation of Process by Board of Adjustment Chair*

## NOTICE OF PUBLIC HEARING JEFFERSON COUNTY ZONING BOARD OF ADJUSTMENT

**NOTICE IS HEREBY GIVEN** that the Jefferson County Zoning Board of Adjustment will conduct a public hearing at 1:00 p.m. on Thursday, August 10, 2017 in Room 205 of the Jefferson County Courthouse, Jefferson, Wisconsin. Matters to be heard are applications for variance from terms of the Jefferson County Zoning Ordinance. No variance may be granted which would have the effect of allowing in any district a use not permitted in that district. No variance may be granted which would have the effect of allowing a use of land or property which would violate state laws or administrative rules. Subject to the above limitations, variances may be granted where strict enforcement of the terms of the ordinance results in an unnecessary hardship and where a variance in the standards will allow the spirit of the ordinance to be observed, substantial justice to be accomplished and the public interest not violated. Based upon the findings of fact, the Board of Adjustment must conclude that: 1) Unnecessary hardship is present in that a literal enforcement of the terms of the ordinance would unreasonably prevent the owner from using the property for a permitted purpose or would render conformity with such restrictions unnecessarily burdensome; 2) The hardship is due to unique physical limitations of the property rather than circumstances of the applicant; 3) The variance will not be contrary to the public interest as expressed by the purpose and intent of the zoning ordinance. **PETITIONERS, OR THEIR REPRESENTATIVES, SHALL BE PRESENT.** There may be site inspections prior to public hearing which any interested parties may attend; discussion and possible action shall be occur after public hearing on the following:

**V1601-17 –Kimm Hansen:** *Variance from Sec. 11.07(d) Highway Setback Requirements to allow detached garage construction at less than the required right-of-way and centerline setback to Switzke Road in the Town of Farmington. The site is at W4101 County Road B, on PIN 008-0715-1714-001 (2 Acres) in an A-1, Exclusive Agricultural zone.*

**V1602-17, V1603-17, V1604-17, V1605-17 – Steven & Catherine Buckwinkler:** *Variances from the Jefferson County Zoning Ordinance, Sec. 11.04(f)1 Zoning Controls to exceed maximum lot coverage allowed by principal and accessory structures; from Sec. 11.07(b)1 Yards to exceed 15% yard area with a detached accessory structure; from Sec. 11.03(f)2 Use Restrictions to allow an accessory structure without the principal structure; and from Sec. 11.10(i) Impervious Surface Standards to vary minimum requirements. The site for all of these requests is on Lake Drive, PIN 028-0513-3022-049 (0.129 Acre), Town of Sumner, in a Residential R-1 zone.*

**V1606-17, V1607-17, V1608-17 – Jeff & Laurie Dresen:** *Variances from the Jefferson County Zoning Ordinance, Sec. 11.10(f)1 Shoreland Setbacks to allow home reconstruction near Rock Lake at less than 75 feet from the ordinary high water mark; from Sec. 11.10(k) Non-Conforming Uses and Structures; and from 11.10(i) Impervious Surface Standards to vary minimum requirements. A mitigation plan shall be submitted as part of this request. The site is at 384 Sandy Beach Drive in the Town of Lake Mills, on PIN 018-0713-2321-014 (0.147 Acre), and is zoned Residential R-1.*

12. Discussion and Possible Action on Above Petitions

13. Adjourn

If you have questions regarding these variances, please contact the Zoning Department at 920-674-7113 or 920-674-8638. Variance files referenced on this hearing notice may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m. Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

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*A digital recording of the meeting will be available in the Zoning Department upon request.*  
Additional information on Zoning can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov)

**AGENDA**  
**JEFFERSON COUNTY PLANNING AND ZONING COMMITTEE**  
**SITE INSPECTION MEETING**

**\*REVISED 8/2/17**

*Steve Nass, Chair; Greg David, Vice-Chair; Don Reese, Secretary; Amy Rinard; George Jaeckel*

**ROOM 203, COUNTY COURTHOUSE**  
**311 S. CENTER AVE., JEFFERSON, WI 53549**  
**8:00 A.M. ON FRIDAY, AUGUST 11, 2017**

1. **Call to Order**
2. **Roll Call (Establish a Quorum)**
3. **Certification of Compliance with the Open Meetings Law**
4. **Approval of the Agenda**
5. **Public Comment (Not to exceed 15 minutes and not to include petitions slated for decision-members of the public who wish to address the Committee on specific agenda items must register their request at this time)**
6. **Communications**
7. **\*2018 Preliminary Budget Review – Rob Klotz**
8. **Site Inspections for Petitions to be Presented in Public Hearing on August 17, 2017:**

**CU1927-17 – Steven and Catherine Buckwinkler:** Conditional use in accordance with Sec. 11.04(f)1 Conditional Uses j. to allow an extensive onsite storage structure of 2,000 square feet in a Residential R-1 zone across from **W9633 Lake Drive** on PIN 028-0513-3022-049 (0.129 Acre), Town of Sumner.

**R3996A-17 & CU1926-17 – Tim Esser:** Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance with conditional use jj. for Mini warehousing/personal storage warehousing on **Newville Road**, PIN 030-0813-2834-003 (4.297 Ac) in the Town of Waterloo.

**R3994A-17 & CU1924-17 – William Marty:** Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance with conditional use oo. Agricultural Tourism to conduct farm-to-table dinners/pizza nights at **N5679 County Road Q** in the Town of Aztalan, on PIN 002-0714-2921-000 (17.21 Acres).

**R3998A-17 – Neal Loeb:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 1-acre vacant lot on **High Road** in the Town of Watertown from PIN 032-0815-2043-000 (31.63 Acres).

**R3997A-17 – Daniel & Nancy Last:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to add 0.5 acre of PIN 032-0815-1544-000 (55.29 Ac) to the adjoining A-3 zoned lot on **Witte Lane** in the Town of Watertown.

**CU1928-17 – Kevin Horack:** Conditional use in accordance with Sec. 11.04(f)6 Conditional Uses a.3. An ATCP51 regulated livestock facility for more than 150 animal units and 11.05(d)2 to sanction 825 animal units (hogs) on the farm at **W3550 Saucer Dr** in the Town of Watertown, on PINs 032-0815-3431-000 (40 Acres) and 032-0815-3434-000 (40 Acres). This conditional use permit also falls under the standards and requirements of ATCP51 in the A-1, Exclusive Agricultural zone.

**R3999A-17 – Linda Wright/Myrtle E Klug Trust Property:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 1.7-acre farm consolidation lot at **W3811 County Road B** in the Town of Farmington on PIN 008-0715-1613-000 (39.56 Acres).



**R4000A-17- Linda Wright/Myrtle E Klug Trust Property:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 1.7-acre vacant building site on **Coffee Road** from part of PIN 008-0715-1641-000 (40 Acres) in the Town of Farmington.

**R4001A-17 – Linda Wright/Myrtle E Klug Trust Property:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 1-acre vacant building site on **Hillside Lane** from part of PIN 008-0715-1613-000 (39.56 Acres) in the Town of Farmington.

**R4002A-17 – Linda Wright/Myrtle E Klug Trust Property:** Rezone in accordance with Sec. 11.04(f)8 of the Jefferson County Zoning Ordinance to create a 2.5-acre vacant building site on **Ranch Road** from PIN 008-0715-1022-000 (37.5 Acres) in the Town of Farmington.

**R4003A-17 – Linda Wright/Myrtle E Klug Trust Property:** Rezone in accordance with Sec. 11.04(f)12 of the Jefferson County Zoning Ordinance to create a 13.5-acre N zone on **Ranch Road** from PINs 008-0715-1022-000 (37.5 Acres) and 008-0715-1023-000 (37.9 Acres). This is in the Town of Farmington.

**R3995A-17 & CU1925-17 – St Coletta of Wisconsin:** Rezone in accordance with Sec. 11.04(f)7 of the Jefferson County Zoning Ordinance with conditional use e. Public and semi-public uses to bring the property into conformance. The site is at **N4637 County Road Y** in the Town of Jefferson, on PINs 014-0614-0142-000 (24.18 Ac) and the A-1 zoned part of 014-0614-0143-002 (18.42 Acres).

## **9. Adjourn**

If you have questions regarding the petitions, please contact the Zoning Department at 920-674-7131. Petition files referenced on this agenda may be viewed in Courthouse Room 201 between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday, excluding holidays. Materials covering other agenda items can be found at [www.jeffersoncountywi.gov](http://www.jeffersoncountywi.gov).

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